

Quick Notes

Issue No. 13

February 17, 2006

IP Inpatient Discharges

ED Emergency Department

AS Ambulatory Surgery

Enhancements to MIRCal

With the opening of the 4th quarter 2005 (ED & AS) and the 2nd half 2005 (IP) report periods, we are excited to tell you about some additional MIRCal system features available to you. These features are intended to enhance your ability to provide data and information to OSHPD. MIRCal now allows Early Record Entry, a feature frequently requested by the Freestanding Ambulatory Surgery Centers. This feature will allow you to manually enter records for current encounters. For ED and AS encounters, MIRCal will accept manually entered records for the 4th quarter of 2005 as well as the 1st quarter of 2006. For inpatient discharges, MIRCal will accept manually entered records for 2nd half 2005 as well as the 1st half of 2006. Other new features include an online "No Data to Report" process and an online extension request process. Please read in this issue of Quick Notes for a more in-depth description on the latest enhancements to MIRCal.

Upcoming CHIA/OSHPD Seminar: MIRCal Enhancements and More...

In March 2006, OSHPD Patient Data Section staff will be presenting at these CHIA-sponsored seminars the new enhancements to MIRCal. The seminar focuses on changes taking effect with 2006 MIRCal reporting to OSHPD. In addition, attendees will be provided updates on reporting E codes and principal language spoken, an overview of the Automated Licensing Information Reporting Tracking System, and the Healthcare Information Resource Center.

This half-day seminar will be held in six locations

Sacramento (March 7)	Burbank (March 14)
Concord (March 8)	Ontario (March 15)
Fresno (March 9)	San Diego (March 16)

If you would like to attend, go to:
www.californiahia.org/Content/MIRCal.cfm for
complete details including dates, locations and
registration information.

MIRCal Received National Recognition

The Office of Statewide Health Planning and Development (OSHPD) was honored to receive national recognition for the Medical Information Reporting for California (MIRCal) system at last year's National Association of Health Data Organization's (NAHDO) annual conference held in Washington, D.C. NAHDO is a national, not-for-profit membership organization dedicated to improving health care through the collection, analysis, dissemination, public availability, and use of health data. OSHPD received the award "in recognition of the successful implementation of MIRCal, improving and accelerating patient level data collection and dissemination in California."



No Data To Report This Report Period?

A new MIRCAl feature has been added allowing users to certify online that they have no data to report for a report period. Users must certify that they have no data to report for the entire report period, provide the reason, and may include any additional details regarding their request. Once submitted, this certification is forwarded to OSHPD via the MIRCAl web site for consideration. After review by OSHPD, the No Data to Report certification will either be approved or rejected.

Note: Due Dates remain in effect until the No Data to Report Request is approved.

No Data to Report Certification/Request Procedures

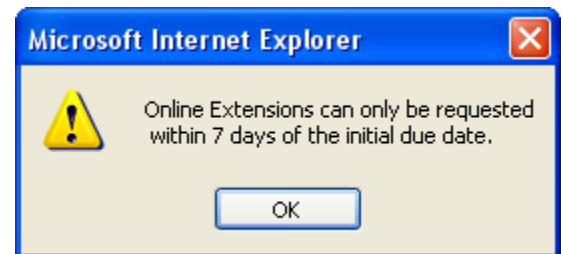
- Log on to the MIRCAl System
- Select "Data Type"
- Select "Report Period"
- In the Main Menu (left side), Scroll down to "Online Submission"
- Click on "No Data to Report"
- Click the appropriate statement
- Additional Explanation: Provide additional detail regarding why there is no data to report for this report period. (500 character maximum)
- Click the box next to certification
- Click "Submit". The report status will be changed to "No Data to Report Submitted".
- Print out Confirmation
- Your request will automatically be sent to your assigned analyst for consideration.
- You can expect a response from your analyst within 5 days. If the request is approved, the report status will change to "No Data to Report" and the due date will be blank. If the request is denied, the report status will return to "No submission has been made" and the due date will remain in effect.

If you have any questions, contact your assigned analyst or call the MIRCAl hotline at (916) 324-6147.

Online Extension Request

It is no longer necessary to fax an Extension Request form to OSHPD. You can now submit your Extension Request on MIRCAl! An online extension request can be submitted within 7 days of the initial due date.

If a user clicks the Extension Request link more than 7 days before the due date, the following message will appear:



How to Submit Online Extension

- Log on to the MIRCAl System
- Select "Data Type"
- Select "Report Period"
- In the Main Menu (left side of screen), Scroll down to "Extension"
- Click on "Extension Request"
- Enter the number of extension days in the box and click "SUBMIT".
- MIRCAl will notify you of any errors during this process
- Results will be available within 15 minutes of your request.
- Extension status and history can be viewed by clicking the Extension Status link.

Note: Only MIRCAl Users with the "Submit Data" role have the capability of submitting an online extension request.

Facilities continue to have the option of faxing an extension request, if desired.

If you have any questions, contact your assigned analyst or call the MIRCAl hotline at (916) 324-6147.

Early Manual Record Entry

You don't have to wait until the end of the report period in order to enter your data. You are now able to manually enter and save (but not submit) records at the time of the patient's visit.

Important: You can only "Save without Validation". This will save the records without checking for blank and invalid fields.

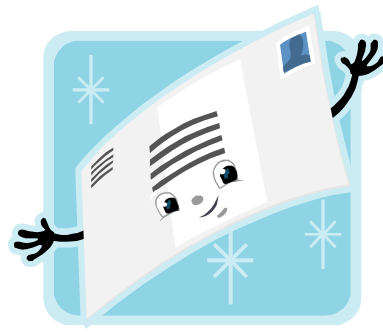
Exception: To ensure that you are entering records for the correct report period, MIRCal will edit for a blank or invalid Service Date.

Once the report period is officially open for submission, you will be able to submit the saved records and they will be processed through MIRCal's Validation Program to check for blank, invalid, and relational errors.

Steps for Early Record Entry

- Log on to the MIRCal
- Select "Data Type"
- Select "Report Period"
- In the Main Menu (left hand side), Scroll down to "Web Entry"
- Click on "Manual Record Entry"
- Click "OK"
- Click on "Enter New Record"
- Enter data in all applicable fields, click on "Save without Validation"
- You will receive an error message if the Service Date is blank or invalid
- Correct the Service Date (if necessary) and click on "Save without Validation" again.
- Click on "Enter New Record"
- Continue to enter records
- When finished, log out of MIRCal

Be assured that your records are saved in MIRCal's database ready for submission.



"Dear MIRCal"

Dear MIRCal: I have forgotten my password to log on to MIRCal. Could you please email it to me or tell me how I can obtain it?

MIRCal Response: If you are a user of MIRCal and have forgotten your username or password, you need to contact your User Account Administrator (UAA) at your facility. The UAA is responsible for maintaining your facility's MIRCal user accounts. This includes adding new users, inactivating users, unlocking user accounts, and changing user role assignments.

If you do not know who your UAA is, please contact your OSHPD Analyst or MIRCal.

For security purposes, proper authentication of the caller is required. OSHPD will be unable to reset your password if the required information is not provided.

Dear MIRCal: Why was my user account inactivated and what should I do to reactivate it?

MIRCal Response: Your MIRCal user account may have been inactivated because it has been over 270 days (9 months) since you have accessed the MIRCal system.

Contact your User Account Administrator to reactivate the account.

Dear MIRCal: Why does the MIRCal System keep going down?

MIRCal Response: Unfortunately, MIRCal can experience technical difficulties. In an effort to resolve the problem, the decision is made to take MIRCal down while we fix the issues. Sometimes, there is not enough time to send a warning to all users that MIRCal is about to go down. We apologize for the inconvenience.

If you have any questions or comments, you can send them to "Dear MIRCal" at mircal@oshpd.ca.gov.

A Student Reflects

Krista Rector, a Health Information Technology student at Cosumnes River College (Sacramento), completed an internship at OSHPD as part of her clinical studies. The following is an excerpt of what Krista found memorable about her experience at OSHPD:

The gathering of data and the provision of data at OSHPD is a remarkable choreographed dance of taking and giving. This ballet moves between outreach to people working within the facilities – seeking their help to get the right quality and quantity of data – and then lifting that data up and out to the public, the researchers and the legislators who can't make decisions without this important data....The people inside OSHPD are looking to the people outside to help guide the gathering of data, to provide quality data, and to tell them what new data is needed. All with the focused goal of equitable access to health care for all Californians. Knowing the goal, each of us working in the facilities will be inspired to get the good data to the people at OSHPD who can use it and share it.

**** IMPORTANT DATES ****

IP Due Dates*:

July 1, 2005 - Dec 31, 2005 Due March 31, 2006

ED & AS Due Dates*:

Oct 1, 2005 - Dec 31, 2005 Due February 14, 2006

IP, ED & AS Extension Days:

A maximum of 14 extension days will be allowed for each 2005 report.

** Updated Report Periods & Due Dates Calendar for IP, ED & AS can be found on the MIRCAl web site:*

www.oshpd.ca.gov/mircal/resources.htm

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